User Job Aid
Organization Roles

Organization Roles are assigned to users with Manager access to the OneResponder system and define an individual's privileges within the Manager Portal. Below is a list of assignable roles and their scope.

Organization Manager
- Can perform high level actions on behalf of the organization
- Can perform any function assigned to any other organization role type

Organization Personnel Manager
- Can invite new personnel as individuals or through bulk invitations, inactivate old personnel accounts, review account requests, etc.
- Can perform all functions assigned to the Organization CRM

Organization CRM
- Can perform customer relationship management tasks for Organization Personnel
  - This includes updating contact info, resetting passwords, unlocking accounts, etc.

Organization Partnership Manager
- Can invite new Partners, remove existing Partners, and review and approve Partnership Requests
- Can also edit Partnership data sharing and functionality settings

Organization Resource Catalog Manager
- Can configure the Organization's resource catalog, determining which NQS Positions are adopted and extending baseline requirements to best meet Organization needs
- Can perform all functions assigned to the Organization Qualifications Manager and Organization Role Manager roles

Organization Qualifications Manager
- Can issue and administratively manage PTBs
- Can configure position qualification sheets

Organization Role Manager
- Can assign Organization Roles to Organization and Partner personnel

Organization Training Manager
- Can grant and revoke training credit for Personnel
- Can edit required trainings on Position Qualification Sheets
- Can manage the Organization's master training catalog, add trainings, and administer synonyms and equivalencies